

## Temporary Use Permit Application

**Property Address or Legal Description:** \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Tenant: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Description of Temporary Use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Parking Spaces for Business: \_\_\_\_\_

Number of Parking Spaces use for Temporary Use: \_\_\_\_\_

Time Period of Temporary Use: \_\_\_\_\_

Will there be a sign for the Temporary Use? \_\_\_\_Yes \_\_\_\_No

If Yes, please give the type of sign, material, proposed location, and mounting of sign: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

All information on the Temporary Use Permit Checklist (see reverse) must be supplied in full at the time of submittal. If information is not submitted in full, the plan review process will cease and all information will be given back to the applicant.

Application shall be made at least twenty (20) days prior to the request date for commencement of the Temporary Use. The Building Official shall make a determination whether to approve, approve with conditions, or deny the use within ten (10) days after the date of the application.

*I hereby certify that the work covered by this application is authorized by the owner in fact and that I am authorized to make this application. I further certify that the information shown above is true and correct, and I agree to comply with all of the applicable city codes and ordinances, and laws of the state of Texas.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## Temporary Use Permit Application Requirements:

The following is a checklist of items that must be included with a temporary use application. Please review the City of Marble Falls Temporary Use Regulations. (Appendix B Land Use Regulation, General Regulations, Sections 905-919).

### General Requirements:

- A legal site plan that show property lines, parking spaces, location of temporary use structure
- Type of temporary use structure, size, material used to support temporary use structure
- Letter from owner of property authorizing temporary use
- Completed temporary use permit application

### [TEMPORARY USES (§§ 905--919)]

905. Temporary uses.

910. Title and purpose.

Sections 905 through 919 shall be known as the temporary use regulations. Provisions authorizing temporary uses are intended to permit occasional, temporary uses and activities when consistent with the purposes of the zoning regulations and when compatible with other nearby uses.

911. Application and authorization.

- A. Application to conduct a temporary uses shall be made to the city. Such application shall include a site plan and description of the use, desired period of time for temporary use permit, written authorization from legal property owner, and such additional information as the city may require to evaluate the use and to make the determinations required by these provisions.
- B. Application shall be made at least twenty (20) days prior to the request date for commencement of the temporary use. The building official shall make a determination whether to approve conditionally or deny the use within ten (10) days after the date of application.
- C. Authorization of a temporary use shall be by issuance of a building permit.
- D. A temporary use authorized pursuant to these provisions shall not be exempted or relieved from compliance with any other ordinance, law or license applicable to such use.
- E. A temporary use permit may be renewed by the building official, upon request of the applicant, for a period not to exceed one (1) year.

912. Determinations.

The building official may authorize a temporary use only when, in his judgment, the following determinations can be made:

- A. The temporary use will not impair the normal, safe and effective operation of a permanent use on the same site.
- B. The temporary use will be compatible with nearby uses in the general vicinity.
- C. The temporary use will not impact public health, safety, convenience, create traffic hazards, congestion or otherwise interrupt or interfere with the normal conduct of uses and activities in the vicinity.
- D. The temporary use shall not create a public nuisance.

913. Required conditions of temporary use.

- A. Each temporary use site occupied by a temporary use shall be left free of debris, litter or other evidence of temporary use upon completion or removal of the use.
- B. A temporary use conducted in a parking facility shall not occupy or remove from availability more than twenty-five (25) percent of the parking spaces required for the permanent use.
- C. The city may establish such additional conditions as necessary.

914. Temporary use types.

The following types of temporary use may be authorized:

- A. Model homes or apartments and related real estate sales and display activities located within the subdivision or residential development to which they pertain.
- B. Subdivision sales offices located within the subdivision.
- C. Contractor's office, storage yard or equipment parking and servicing on the site of an active construction project.
- D. Religious, patriotic or historical assemblies, displays or exhibits.
- E. Circuses, carnivals, rodeos, fairs or other similar transient amusement or recreational activities not closer than two hundred (200) feet to an existing dwelling, except in pre-designated public areas.
- F. Outdoor art and craft shows and exhibits.
- G. Christmas tree sales lots.
- H. Mobile home residences for occupancy by supervisory or security personnel on the site of an active construction project.
- I. Outdoor special sales, including swap meets, flea markets, parking lot sales or similar activities, limited to locations in commercial or industrial districts and when operated not more than three (3) days in the same week or more than five (5) days in the same month.
- J. Seasonal retail sale of agricultural or horticultural products.
- K. Additional temporary uses determined to be similar to the foregoing by the building official.
- L. Temporary signs relating to temporary uses.